

**BY ORDER OF THE COMMANDER,
8TH FIGHTER WING**

8TH FIGHTER WING INSTRUCTION 35-101

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Public Affairs

GOOD NEIGHBOR PROGRAM



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This instruction implements AFD 35-1, *Public Affairs Management*. This instruction gives the requirements of the Good Neighbor Program. It applies to all military personnel assigned to the 8 FW, Kunsan Air Base subject to the UCMJ and all Air Force civilian personnel assigned to Kunsan Air Base subject to administrative or disciplinary action under applicable directives or implementing instructions governing civilian disciplinary or adverse actions. It implements the *Facilities and Areas and the Status of United States Armed Forces in Korea* treaty or SOFA, 9 July 1966; DoD Directive 47 1 5.5-G, OEBGD, 15 March 2000; USFKP 200-1, *Korean Environmental Governing Standards*, 15 July 1997; *Wolf Pack Community Standards* Publication; USFK *Good Neighbor Awards Program* Instruction; FB52CX-MOUI-2016, *International Memorandum of Understanding Between the United States Air Force and the Republic of Korea Air Force Concerning Combat Cross-Servicing of United States Air Force and Republic of Korea Air Force Aircraft*.

Chapter 1

PROGRAM PURPOSE AND SCOPE

Section 1A—

1.1. Objective: The objective of the 8 FW Good Neighbor Program is to strengthen the ROK and US alliance by promoting good relations between US military personnel and DoD civilians and their Korean counterparts on Kunsan Air Base and in Kunsan City and surrounding communities.

1.2. Good Neighbor Projects: The 8 FW will support and promote good neighbor projects, formal and informal activities and events that fall under the Good Neighbor Program. (Ref. [Chapter 2](#), paragraph [2.2](#).)

1.3. Good Neighbor Joint Training: The 8 FW will conduct good neighbor joint training, held for the mutual benefit of ROK military and US Forces. (Ref. [Chapter 2](#), paragraph [2.3](#).)

1.4. Good Neighbor Land Partnership: The 8 FW will actively work with both USFK and the local community to ensure understanding of the Land Partnership Program, ensuring active environmental stewardship and involving the community in land issues.

Section 1B—Individual and Agency Responsibilities.

1.5. 8 FW/CC will:

1.5.1. Serve as ambassador to local organizations including but not limited to:

1.5.1.1. Kunsan City Mayor's Office.

1.5.1.2. Korean National Police (KNP).

1.5.1.3. Korean and American Friendship Council (KAFC).

1.5.1.4. Kunsan Education Board and all universities in Kunsan City.

1.5.1.5. Korean and American Golf Association (KAGA).

1.5.1.6. Kunsan ROTC Association.

1.5.1.7. ROK Military (ROK Army, ROKAF and Defense Security Command).

1.5.2. Conduct an annual review of the Good Neighbor Program to evaluate whether or not events and activities are meeting overall program objectives. Assess quality of good neighbor projects and good neighbor joint training through individual and agency feedback.

1.5.3. Oversee the Good Neighbor Awards Program.

1.5.4. Serve as focal point for the Land Partnership Program.

1.6. 8 MSG/CC or designated representative will:

1.6.1. Serve as Chairperson to America Town Bar Owner's Association.

- 1.6.2. Serve as 8 FW's liaison to KNP.
- 1.6.3. Oversee the KNP Appreciation Program.
- 1.6.4. Serve as liaison to Kunsan City Fire Department.

1.7. 8 SFS/CC will organize the 8 FW KNP appreciation day to be held annually in the spring (Ref **Chapter 2**, paragraph **2.2.6.**).

1.8. Unit Commanders or designated representatives will:

- 1.8.1. Serve as liaisons to their ROK military counterparts, if applicable.
- 1.8.2. Encourage unit member participation in established base good neighbor projects, as mission requirements allow.
- 1.8.3. Assess the extent of unit members' participation in good neighbor projects and make efforts to improve participation, as needed.
- 1.8.4. Develop and implement new unit-level good neighbor projects, as needed.
- 1.8.5. Provide maximum flexibility with time off from work for good neighbor project volunteers.
- 1.8.6. Encourage unit members to learn Korean language phrases and acquire knowledge of basic customs.

1.9. 8 FW/PA Office will:

- 1.9.1. Employ marketing and educational resources to emphasize the value of the Good Neighbor Program and increase awareness of individual good neighbor projects and maximize project participation.
- 1.9.2. Provide information on good neighbor projects, including contact information on individual Good Neighbor Project Coordinators.
- 1.9.3. Work directly with local media to advertise base events and broadcast news of interest to local communities.
- 1.9.4. In coordination with 8 FW/CC, approve new good neighbor projects.
- 1.9.5. Coordinate revisions of *8 FWI 35-101, Good Neighbor Program*, as directed by 8 FW/CC.
- 1.9.6. Serve as primary liaison to the following groups:
 - 1.9.6.1. KAFC.
 - 1.9.6.2. KAGA.
- 1.9.7. Oversee US military and DoD civilian participation in tutor programs.
 - 1.9.7.1. Coordinate volunteer participation with the Kunsan Education Board.
 - 1.9.7.2. Maintain a database of volunteer tutors.
- 1.9.8. Create and publish a squadron OPR schedule for KNP appreciation projects.
- 1.9.9. Monitor the Good Neighbor Awards Program and award submissions to USFK.

1.10. Company Grade Officer Council (CGOC) President will:

- 1.10.1. Oversee the Wolf – Tiger Exchange Program.
- 1.10.2. Advertise and coordinate Wolf – Tiger events.

1.11. General. Volunteers must adhere to all laws of the Republic of Korea, IAW Article VII of the SOFA, DoD Regulations, Air Force Instructions and USFK Regulations.

1.12. Cancellations. Individuals, once volunteered, are committed to attending as mission requirements allow. If for some reason the volunteer cannot fulfill the obligation, he or she must contact the project coordinator to cancel.

1.13. Attire. Volunteers must abide with *Wolf Pack Community Standards* when participating in good neighbor projects. Volunteers must dress conservatively and coordinate with project coordinators to receive information on special dress requirements.

1.14. Accidents. The 8 FW will act IAW USFK guidance in the event a Korean military member or civilian is injured during a good neighbor project or joint training.

Chapter 2

GOOD NEIGHBOR PROJECTS AND JOINT TRAINING

2.1. The 8 FW/PA office is responsible for local community and military awareness of the 8 FW Good Neighbor Program. In that capacity 8 FW/PA will track various good neighbor projects.

2.1.1. Anyone participating in on- or off-base good neighbor projects or joint training must inform 8 FW/PA either directly or through project/training coordinators. This will assist 8 FW/PA in portraying a complete and accurate picture of the 8 FW's good neighbor efforts.

2.1.2. Improvements to existing good neighbor projects or creation of new projects must be coordinated with 8 FW/PA.

2.2. Good neighbor projects may include but are not limited to the following:

2.2.1. **Adopt-a-School.** 8 FW personnel, in cooperation with the Kunsan Education Board, support an English language tutor program in the local schools.

2.2.1.1. Any US military or DoD civilian wishing to tutor must inform 8 FW/PA of his or her intent.

2.2.1.2. In accordance with Korean law, volunteers may assist certified teachers with their classes but may not teach unsupervised. Volunteers are allowed to participate in "conversation groups" but are prohibited from teaching from a text or workbook without the supervision of a certified teacher.

2.2.2. **Adopt-an-Orphanage.** 8 FW personnel support local orphanages, which may include but are not limited to Kae Chong Orphanage, Baby Moses Orphanage, Ku Se Kun Children's Home, and Samsung Orphanage.

2.2.3. **Adopt-a-Nursing or Retirement Home.** 8 FW personnel may support the Mount St. Joseph Home for the Aged, sponsored by Little Sisters of the Poor Orphanage.

2.2.4. **Trips and Tours.** Various base agencies organize cultural trips to encourage interaction with Korean military and civilians and increase service members' knowledge and understanding of the local people, customs and traditions.

2.2.4.1. 8 FW/PA office organizes trips that may include but are not limited to:

2.2.4.1.1. Industrial tours.

2.2.4.1.2. Festivals.

2.2.4.1.3. Concerts and Symphonies.

2.2.4.2. 8 FW Family Support Center organizes trips that may include but are not limited to:

2.2.4.2.1. Walking Tours of Kunsan City.

2.2.4.2.2. Demilitarized Zone Tour.

2.2.4.3. 8th Services Squadron organizes Morale, Welfare and Recreation (MWR) trips that may include but are not limited to:

2.2.4.3.1. Demilitarized Zone Tour.

2.2.4.3.2. Lotte World and Everland Tours.

2.2.4.3.3. Historic Temple Hikes and Tours.

2.2.5. **Language Classes.** Various base organizations offer Korean language classes, as funding and volunteer support permit.

2.2.6. **KNP Appreciation.** 8 FW units will demonstrate their support of KNP through various good neighbor projects.

2.2.6.1. The 8 FW hosts an annual KNP appreciation day (sports, barbecue). This event will be held annually in the spring. POC for this event is 8 SFS/CC.

2.2.6.2. A monthly appreciation project will be rotated between 8 FW squadrons. These events are not intended to be large, extensive or cumbersome; rather they should be a simple gesture designed to show appreciation. (**EXAMPLE:** Delivery of snacks to on-duty KNPs). The monthly OPR schedule will be published by 8 FW/PA.

2.2.7. **Wolf – Tiger Exchange Program.** 8 FW personnel are encouraged to participate in various programs with ROKAF officers including an English-Korean language program.

2.2.8. **Korean-American Bible Study.** The Base Chapel may offer on-base Bible studies and services to local community members.

2.3. Joint Training. 8 FW units and agencies will make every effort to develop and implement joint US – ROK military training. Examples of joint training may include but are not limited to:

2.3.1. Flying operations.

2.3.2. Fire prevention and safety.

2.3.3. Explosive ordnance disposal.

2.3.4. Security forces.

Chapter 3

GOOD NEIGHBOR AWARDS PROGRAM

3.1. USFK Awards Program. Good Neighbor awards honor local citizens and organizations that have made a substantial contribution to and had a positive impact on their wing.

3.2. Application. The 8 FW will forward two nominations every year for consideration by USFK.

3.2.1. **Eligibility.** Must be a Korean individual or Korean organization.

3.2.2. **Confidentiality.** Nominees should not be informed they have been nominated for the award. This will prevent the perception of “winners” and “losers.”

3.2.3. **Nomination.** Nominations should be in narrative format, explaining the nominee’s contributions that benefited Korean-USFK relations. The justification should indicate the scale or scope of the contributions such as number of USFK beneficiaries, nature/value/frequency of benefit or perceived extent/magnitude of intangible favorable impact on Korean-USFK relations. Narrative justifications will also be used for the Awards Dinner program, citations and publicity.

3.2.4. **Timing.** 8 FW/PA is responsible for monitoring timing of the process. Nominations must be submitted in time for local recognition at the 8 FW annual awards presentation, usually held in March. 8 FW/PA will coordinate with the Wing Executive Officer to ensure nominations on individuals and organizations recognized at 8 FW annual awards are later forwarded to USFK.

3.3. Presentation. The USFK Good Neighbor award winners will be announced and awards presented during USFK Good Neighbor Month, every May.

GUY K. DAHLBECK, Colonel, USAF
Commander

Attachment 1

GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

References

Department of Defense (DoD) Directive 47 1 5.5-G, *Overseas Environmental Baseline Guidance Document* (OEBGD), 15 March 2000

Facilities and Areas and the Status of United States Armed Forces in Korea treaty or *Status of Forces Agreement* (SOFA), 9 July 1966

FB52CX-MOUI-2016, *International Memorandum of Understanding Between the United States Air Force and the Republic of Korea Air Force Concerning Combat Cross-Servicing of United States Air Force and Republic of Korea Air Force Aircraft*

USFK *Good Neighbor Awards Program* Policy Letter.

USFK Pamphlet 200-1, *Korean Environmental Governing Standards*, 15 July 1997.

Wolf Pack Community Standards Guide.

Abbreviations and Acronyms

AF—Air Force.

CGOC —Company Grade Officers Council.

DoD—Department of Defense.

8 FW—8th Fighter Wing.

8 FW/CC —8th Fighter Wing Commander.

8 FW/PA—8th Fighter Wing Public Affairs.

8 MSG/CC —8th Mission Support Group Commander.

8 SFS/CC—8th Security Forces Squadron Commander.

OEBGD —Overseas Environmental Baseline Guidance Document.

OPR—Office of Primary Responsibility.

ROK—Republic of Korea.

ROTC —Reserve Officer Training Corps

SOFA—Status of Forces Agreement.

UCMJ—Uniformed Code of Military Justice.

USFK—United States Forces Korea.

Terms

DoD civilian—Individual serving on Kunsan Air Base IAW the definition of “civilian component” in Article I of the SOFA.

Good Neighbor Program—8 FW program with the objective of improving mission effectiveness by promoting good relations between United States military personnel and DoD civilians and their Korean counterparts.

Good Neighbor Project—Any community activity involving one or more US military or DOD civilians that supports Korean military and civilians and supports the objectives of the 8 FW Good Neighbor Program.

Good Neighbor Project/Training Coordinator—An individual listed by 8 FW/PA as a point of contact for a specified good neighbor project or joint training.

Kunsan Reserve Officer Training Corps Association—Organization of retired Korean officers who received their commission thru the Korean Reserve Officer Training Corps.

Korean and American Friendship Council —Nonprofit civilian organization that promotes goodwill and friendship thru sports and cultural exchange. The 8 FW Commander and Kunsan City Mayor serve as co-chairpersons.

Korean and American Golf Association —Group that promotes strong community relations on Kunsan Air Base thru tournaments as well as informal golf events.

United States Military Member—Individual serving on Kunsan Air Base IAW the definition of “members of the United States armed forces,” in Article I of the SOFA.

Attachment 2**(SAMPLE ORGANIZATIONAL AWARD NOMINATION)
KOREAN AMERICAN FRIENDSHIP ASSOCIATION (KAFA)****Mr. Wang, Sang Eun, President**

KAFA was established in 1976 by Korean businessmen to strengthen the bonds of friendship between the ROK and the US and express appreciation to American service members for their contributions to peace and freedom in Korea. For 27 years, KAFA has devoted all available resources to cultural orientation programs and morale-boosting activities for service members. KAFA believes that cultural understanding is one of the basic steps to promoting friendship and maintaining good Korean-American relations. KAFA programs are available at no cost to the service members.

During the past year, KAFA continued its Home Visitation Program to give 283 American service members an opportunity to experience Korean hospitality through visits with 113 Korean families. These visits were rare opportunities because Koreans traditionally host casual or new acquaintances at public facilities such as restaurants, and host only very close friends in their homes. Many of these visits resulted in friendships that have lasted long after the service members have departed Korea. KAFA's Korea House Tours brought 270 service members to Korean palaces, museums and folk villages to learn and experience Korean history followed by traditional folk entertainment and a dinner. KAFA sponsored six tours to Gyongju for 176 service members, to include visits to the Hyundai Shipyard or the Pohang Steel Company. More than 300 unaccompanied service members, mostly stationed in outlying units, came to Seoul to be KAFA's honored guests at its annual Thanksgiving Party. The food, entertainment and gifts provided by KAFA were morale boosters to these service members celebrating a traditional American holiday away from home. KAFA also brought holiday cheers to those hospitalized by visiting and delivering fruit baskets to in-patients at the 121st General Hospital during Christmas 2002. KAFA continued its annual printing and distribution of 30,000 copies of its "Welcome to Korea" booklet. A combination planning calendar and Korea information guide, this must-have booklet is distributed to all incoming US personnel throughout the ROK.

Mr. Wang, Sang Eun, KAFA Vice President from 1982 to 1989 and president since 1989, has been a vital and effective force in developing and expanding the association's goodwill programs. In addition to his active leadership, each year Mr. Wang contributes significant personal funds to ensure there is never a curtailment of planned KAFA activities due to a shortage of resources. Through his leadership, KAFA has made a tremendous impact in creating a favorable impression in the minds of American military members and thus helping to promote harmonious Korean-American relations. No other Korean organization has touched the lives of junior USFK soldiers, airmen, sailors and marines like KAFA has. These positive experiences contribute to making Korea an assignment of choice for American service members.

Attachment 3**(SAMPLE INDIVIDUAL AWARD NOMINATION)****Dr. Park, Keun**

Dr. Park, Keun is Chairman of the Korean-American Friendship Society and also organized and assumed chairmanship of the Campaign for Bright and Dynamic Nation, an organization that has taken bold, pro-USFK actions to aggressively oppose anti-American demonstrations. He is well known and highly respected as a man of insight and devotion to the international affairs of his nation and safeguarding its democratic society through his high profile postings such as minister of foreign affairs, ambassadors to foreign countries, professor emeritus and current positions of Chairman of the Korea America Friendship Society and Chairman of the Campaign for a Bright and Dynamic Nation.

The most significant of his current services are his commitment to justice in Korea's society and upgrading international relations for the benefit of the two countries. As the leader of Korean-American Friendship Society, he shows his ability to promote understanding and harmony between prominent and influential leaders of the ROK and USA by hosting a series of friendship meetings, concerts, seminars and other events and timely advice to USFK leaders. The seminars were particularly important in giving members of the silent majority an opportunity to voice support for the ROK/US alliance and the stationing of the American forces in Korea.

While attending the World Affairs Councils of America in January this year, he conveyed to international leaders the importance of the ROK and US alliance and the role of USFK for the stability on the Korean peninsula.

During USFK's efforts to disseminate the full story and facts of the Highway 56 accident, Dr. Park provided immeasurable support by signing an endorsement letter along with USFK's statement and sending to members of the Blue House and cabinet ministers, all members of the National Assembly and Korean educators, civic leaders, military leaders and many, many others. His bold actions resulted in many thousands of influential Koreans gaining a more accurate understanding of the Highway 56 accident and many USFK actions that were either ignored or distorted by the media.

Dr. Park was also publicly outspoken in support of USFK amid the rising anti-Americanism including alleged unfair SOFA. He conveyed sound and rational appeal to the people and the nation in messages to about 500 key opinion leaders such as those mentioned above.

He also co-sponsored the "March 1 People's Rally" to convey the need for close friendship between Korea and the United States. More than 100,000 Koreans responded and participated in the rally. His mass rally served to encourage the silent majority to step forward and be heard.

Dr. Park's words and actions were of immeasurable benefit in enhancing mutual understanding and friendship and countering the voices and actions of the anti-American demonstrators all around Korea.